**Person Specification**

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| **Post:** | **Cleaner** |
| **Responsible to:** | **Assistant Estates Manager** |

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| **E: Essential** | **D: Desirable** |

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| **Criteria** | **E** | **D** | **Method of Assessment** |
| **Formal Qualifications** | | | |
| 1. Hold a current and valid driving license |  | ✓ | Application |
| **Knowledge & Experience** | | | |
| 1. An excellent record of attendance and punctuality | ✓ |  | Application/Interview |
| 1. Knowledge of the duties of a cleaner for large premises |  |  | Application/Interview |
| **Skills & Abilities** | | | |
| 1. Able to work without supervision or instruction and to work as a member of a team. |  |  | Application/Interview |
| 1. Flexible in approach to work |  |  | Application/Interview |
| 1. Able to cope with light-handling duties – manual handling training will be provided if required. |  |  | Application/Interview |
| 1. An understanding of Equal Opportunities. |  |  | Application/Interview |
| 1. An understanding of the need for confidentiality within the education setting/environment |  |  | Application/Interview |